

MEMORANDUM FOR: Chief, Placement and Utilization Division

SUBJECT: Staff Study—Selective Rotation Plan

*transcript RB*

1. There is attached Copy No. 2 of the Minutes of the 20th Meeting of the CIA Career Service Board on Thursday, 14 February 1954. You will note that beginning generally on Page 11 and continuing through Page 19 the Board discussed a selective rotation plan, and the Chairman asked the Office of Personnel to prepare a paper which would provide the ways and means for implementing the plan.

2. It is requested that you prepare a staff study, the problem of which I would suggest as approximately "to establish a system whereby 120 selected Agency employees are subjected to a planned rotation program." The plan will have to provide a method of selection of the 120 on the basis of age, training, grade, basic qualifications, and length of service in CIA. The Board apparently intended that the 120 be selected from the junior rather than the senior group of present employees. You will observe the Chairman had the idea of establishing a quota for the various major components, but indicated we could prorate the number however we saw fit. The study should take account of the system to be followed for carrying the 120 during the rotation period from the standpoint of T/O. I personally favor leaving them on their present T/O.

3. The AD/P is vitally interested in this project and will expect an exceptionally well done paper. I hesitate to impose an extremely short deadline, but I feel 16 February will not be too soon for the paper to be ready for transmittal by the AD/P to the CIA Career Service Board.

George E. Maloon  
Deputy Assistant Director  
for Personnel

Attachment

OAD/P:   sm (10 Feb 54)

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SECRET

# ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

NO.

DATE 16 FEB 1954

25X1A

Exo/OP

DB

	ROOM NO.	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1.	218		16 Feb	VB	Recd: The cy we should have sent you.
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SECRET